

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 10/02/2014

**RFP NUMBER: CSP905215
INDEX NUMBER: EDU107**

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, on behalf of the Ohio Department of Education, is requesting proposals for:

**RESEARCH PROJECT: MEDICAID SCHOOLS PROGRAM (MSP) RANDOM MOMENT TIME STUDY
(RMTS)**

Attached are pages 1 and 5 to this Request for Proposal (RFP). Remove the corresponding page(s) from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to modify the delivery milestone requirements, and extend the opening date to October 10, 2014.

PROPOSAL DUE DATE:	October 10, 2014 by 1:00 PM
OPENING LOCATION:	Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395



REQUEST FOR PROPOSAL

RFP NUMBER: CSP905215
INDEX NUMBER: EDU107
UNSPSC CATEGORY: 85131700

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, on behalf of the Ohio Department of Education, is requesting Proposals for:

RESEARCH PROJECT: MEDICAID SCHOOLS PROGRAM (MSP) RANDOM MOMENT TIME STUDY (RMTS)

OBJECTIVE: To select a qualified vendor that will facilitate the ODE in completing RMTS work for the MSP, as required by the Centers for Medicare and Medicaid Services (CMS).

RFP ISSUED: September 12, 2014
INQUIRY PERIOD BEGINS: September 12, 2014
INQUIRY PERIOD ENDS: *October 3, 2014 at 8:00 AM
PROPOSAL DUE DATE: *October 10, 2014 by 1:00 PM

Proposals received after the due date and time will not be evaluated.

Submit Sealed Proposals to:

Department of Administrative Services
Office of Procurement Services
Attn: Bid Desk
4200 Surface Road
Columbus, OH 43228-1395

Note: Please review the [Proposal Instructions](#) on our Web site.

The Offeror must submit this cover page (signed) with its Technical Proposal.

Offeror Name and Address: _____ _____ _____ _____ E-Mail Address: _____ Phone Number: () _____ - _____, Ext. _____	Name/Title: _____ _____ Signature: _____ By submitting a response to this RFP, and signing above, Offeror acknowledges, understands and agrees to comply with the RFP requirements and confirms all the instructions and links have been read and understood.
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*Indicates change.

- A. Delivery Milestones and Completion Dates: Year 1
- *1. Completion of activity code - response matrix: see below.
 - *2. Completion of initial time study quarter's participant information database: see below.
 - *3. Demonstration of time study response reports: see below.
 4. Completion of initial time study quarter response data: January 7, 2015
 5. Completion of second time study quarter response data: April 7, 2015
 6. Completion of final time study quarter: July 7, 2015
- B. Delivery Milestones and Completion Dates: Year 2 and Later
1. Completion of initial time study quarter's participant information database: September 12, 2015
 2. Completion of initial time study quarter response data: January 7, 2015
 3. Completion of second time study quarter response data: April 7, 2015
 4. Completion of final time study quarter: July 7, 2015
- C. Deliverables: Year 1
1. Time study activity code- response matrix
 2. Demonstration of the completion of initial time study quarter's participant information database
 3. Demonstration of time study response reports
 4. Report on initial time study quarter response data
 5. Report on second time study quarter response data
 6. Report on final time study quarter response data
- D. Deliverables: Year 2 and Later
1. Demonstration of the completion of initial time study quarter's participant information database
 2. Report on initial time study quarter response data
 3. Report on second time study quarter response data
 4. Report on final time study quarter response data
- E. The Contractor's Fee Structure: Year 1
1. Completion of activity code- response matrix: 40% of annual award
 2. Completion of initial time study quarter's participant information database: 15% of annual award
 3. Demonstration of time study response reports: 15% of annual award
 4. Completion of initial time study quarter response data: 10% of annual award
 5. Completion of second time study quarter response data: 10% of annual award
 6. Completion of final time study quarter response data: 10% of annual award
- F. The Contractor's Fee Structure: Year 2 and Later
1. Completion of initial time study quarter's participant information database: 25% of annual award
 2. Completion of initial time study quarter response data: 25% of annual award
 3. Completion of second time study quarter response data: 25% of annual award
 4. Completion of final time study quarter response data: 25% of annual award
- 1.5 CONFIDENTIAL, PROPRIETARY OR TRADE SECRET INFORMATION DAS procures goods and services through a RFP in a transparent manner and in accordance with the laws of the state of Ohio. All proposals provided to DAS in response to this RFP become records of DAS and as such, will be open to inspection by the public after award unless exempt from disclosure under the Ohio Revised Code or another provision of law. Refer to section 5.1.6 in the Instructions.
- 1.6 REGISTRY OF OFFERORS DAS will prepare a registry of Proposals containing the name and address of each Offeror. The registry will be on the Office of Procurement Services Web site and available for public inspection after the Proposals are received.
- 1.7 PROPOSAL SUBMITTAL Offeror must submit both a "Technical Proposal" and a "Cost Proposal" as a part of its Proposal package. These are two separate components which shall be submitted in separate sealed envelopes/packages, clearly identified on the exterior as either "Technical Proposal" or "Cost Proposal" with CSP905215 and due date on each. Offeror must submit this signed cover page with its Technical Proposal. Offeror shall mark the correct CSP number on all envelopes/packages. Refer to section 5.1.6 in the Instructions for further detail.
- 1.8 NUMBER OF PROPOSALS TO SUBMIT Offeror must submit one (1) original, completed and signed in blue ink, and five (5) copies for a total of six (6) Proposal packages.

*Offeror will propose a new timeline for the Year 1 deliverables to be completed prior to collection of actual time study moment data, which also will allow for the required number of time study moments to be collected within the initial quarter (October – December 2014).